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Keeping Productive On the Go

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Productivity On the Go

February 24, 2011

Debbie Ginsberg

Research on the Go

Mobile sites

Many websites, including research resources, have created mobile-friendly sites. These simplified, fast-loading versions include much of the functionality of the original sites.

- Westlaw - <https://m.next.westlaw.com>
- Hein: <http://www.heinonline.org/HOL/Welcome?sec508=true> (off campus: <http://bit.ly/dtcheintext>)

iPhone/iPad/iPod Touch Apps

Many legal resources have already created iPad/iPhone/iPod Touch apps.

- WestlawNext – research cases, statutes and more; access your WestlawNext folders (iPad)
- Lexis Get Cases and Shepardize - read and check cases (iPhone/iPod Touch)
- FastCase – research cases, statutes and more for free (all iOS devices)
- SSRN – search and download papers from SSRN (iPhone/iPod Touch)

All of these apps are free and available through iTunes.

Organize on the Go

You can use your mobile device to organize and access your research documents. Emailing your files is probably the simplest way to send your documents to your device, but other tools provide advanced options.

- DropBox
<http://www.dropbox.com/>
Upload files and access them anywhere you have an internet connection. Keep the documents private, or share them with others in your public folder. The app is available for many smart phones and mobile devices including the iPhone and iPad. Requires a free account.
- Calibre
<http://calibre-ebook.com/>
Use this PC/Mac/Linux application to convert almost any document into Kindle- and iPad-readable formats as well as manage your eBook libraries.

Annotate on the Go

Kindle

Use your Kindle to take notes in eBooks and other documents. You can also review and share notes in Kindle books at <http://kindle.amazon.com> .

iPad Apps

Save paper and time by annotating documents directly on your iPad.

- Noterize
\$3.99
Take notes and annotate PDF documents.
- GoodReader
\$2.99
Read, organize and annotate many document types, including PDF, Word, and Excel.

Write on the Go

Apps

- Pages
iPad, \$9.99
Use Apple's word processor to easily create and edit text documents.
- DocsToGo
Many mobile devices; price varies depending on features and device
View, create, and edit Microsoft Office documents including Excel, Word, and PowerPoint files.
- Evernote
<http://www.evernote.com>
Take notes on your computer or almost any mobile device and access them from anywhere you have an internet connection. Requires a free account.

Keyboards

Mobile device keyboards are often too small to type comfortably. Compact external keyboards can be useful for typing on the go.

- Apple Keyboard Dock
\$69.99
Apple's keyboard dock works with iPhones and iPads and doubles as a charging station. Note that it works only in portrait mode and is not compact.
- Third-party keyboards
Prices vary
Many mobile devices can be used with Bluetooth keyboards. iPad cases with keyboards are also available.